G. R. S. IX-5]

Previous references.

Fin 67-10, 1-2

Fin 135-15-1

Fin 270-06, 1-91

Fin 60-12, 2-56

Later references.

G.M. 202-17 Sl 18 & 20.

G.M. 121-17 Sls 129, 153-156

158, 163-166 etc .... 243-245.

1915.

(G.P.)

File No. 24-15

Serial Nos. 25, 87

Preserve

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 29

Part B for November 16

SUBJECT.

Supply of Stationery & printed forms. The Chief Commandant requests supply in future of type writing ribbons.

Sl 87 G. no 5481. 5308 d 1 11/16 to the Chief Commandant etc
the Supt of Stny

With reference to Sl 25 requests the Supt Govt Stny to supply type writing ribbons from the depot to all Govt offices in the State using type writers.. The cost to be met from the contingent grants of the several offices of the year.

G. R. S. 11]

1915-16

GENERAL AND REVENUE SECRETARIAT.

(G. Press)

NOTES.

G. Press File No. 24

FILE HEADING.

~~Execution of extra ordinary printing works in the Govt Press for Heads of Depts.~~
Supply of stationery & printed forms.

From

The Ch. Comsr

No. 3841 Dated 19-10-15 Received 20-10-15

Diary No. 3528	Enclos.	Spare Copies.	Serial No. 28

BRIEF ABSTRACT OF LETTER.

(writes) with reference to the circular directing the clear typing of copies of letters to Govt. states that the ~~carbon papers~~ ribbons supplied by ~~the Sty Depot~~ local firms are not good & requests supply of better paper in future from the Stationery Depot.

NOTES AND ORDERS.

L. III

1

As there are a variety of machines in use, how far the suggestion is feasible is doubtful. The typing section & the Sty Depot if necessary may be consulted.

T.S.
21-10-15

NOTES—First Sheet.

GPB—20,000—8-8-14

3525

G. R. S. 12]

General and Revenue Secretariat.

File No. of 1915-16

1/7/15

me copy for 135-15-1

Serial No.

2 Forwarded unofficially to Supdt., Mysore Govt. ~~[illegible]~~ Stationery for favour of suggestions on the Chief Commandant's letter.

For order
K. [illegible]
Dy. Secy.
Gl. Depts.

11th Nov. 1915

3 If the Stationery Depôt begins to stock ribbons, other machine accessories should naturally follow. We have begun by supplying typewriting paper & carbons, & a considerable saving has resulted. But these papers are common to all machines. Where there are so many machines the stock would necessarily have to be made to meet them all ~~the machines~~. Remington's people have made repeated application to supply such accessories to us; but whether they would confine their supplies to "Remingtons" only, I am not sure. They may, perhaps, be consulted.

[illegible]

23/11/15.

NOTE—Contn. sheet.

GPB—25,000—22-3-15

3525

3

R. S. 12]

General and Revenue
Secretariat.

File No. of 1915-16

Serial No.

4 Agreed with the Stationery Supdt's opinion. May the Office typing Section be also consulted?

BR
25-11-15

Sub
26/11/15

5 The Superintendent has not noted on further important matter viz whether he knows of any ~~what he considers~~ "reliable brands" of ribbons — In talking over the subject with an Agent of Remingtons he told me that there is a particular quality called "The Canton" ribbons the impression from which will never fade. —

6 Forwarded to Registrar for favour of a note from the Typing Section G.R.S.

Registrar

26/11-15

7. Typing section for a note

27/11.

Here for note

27/11

8. The Typing section has 4 sorts of machines. (1) L. C. Smith, (2) Oliver (3) Remington & (4) Underwood.

NOTE—Contn. sheet.

GPB—20,000—30-6-15

R. S. 12]

General and Revenue
Secretariat.

File No. 24 of 1915

Serial No.

It, at present, uses two sorts of ribbons i.e. Purple & black. The former has an agreeable & a neat appearance while the latter is preferred by some for its quiet tone.

9. The Typing Section had no occasion to use the Carbon ribbons & is therefore constrained to withhold ~~pronouncing~~ its opinion. If it is better than the ribbons now supplied to this Section, it cannot but welcome its introduction here.

8/12

10. G.R.S. Stationery for remarks

Ru.
9/12

15/12

15/12

NOTE—Contn. sheet.

GPB—20,000—30-6-15

P T O

3525

5

G. R. S. 12]

General and Revenue
Secretariat.

File No. 24 of 1915

Serial No.	
11	Manufactures make ribbons to suit all varieties of machines. The Remington Typewriter Co. from whom the G. R. S obtains its supply of accessories supply Remtico Brand Ribbons for all varieties of machines.
12.	It may be advantageous more economic to centralise the supply, if the Supdt of Sty. can arrange with the manufactures in England or America to obtain direct the whole state supply. The Brand may be chosen with an eye to the permanency of Colour & the brilliancy of the impression given.

Sub

6. 1. 16.

7.1.16

13. I agree

7/1/16

Asst. Secy

14 I think the best thing is for each depts to bring the defects to the notice of the manufacturers of its Machines & look for supply of proper accessories. for

Submitted for orders

First Member

10/1-16

NOTE—Contn. sheet.

GPB—20,000—30-6-15

3525 6

R. S. 12]

General and Revenue
Secretariat.

G.P File No. 24 of 1915

Serial No.

15 Can an approximate idea of what is spent be given? Unless the saving expected is large, I do not consider a general supply through StY Deptt ~~is~~ necessary)

19/1/16

Om 20/1

21/1-16

Submitted

16 A comparative statement× prepared in January 1908 shows that 160 ribbons were being purchased annually at a cost of Rs 399-8-0 for the use of 31 offices. — Flag W

17. The number of offices using typewriters rose to ×56 in 1909-10 and ·×·78 in 1911-12. The exact number of typewriters which are at present in use is not known — there is no doubt that there is a great increase in the number of machines.. — × Flag O ·×· Flag P.

18 On the basis of the cost given in the statement× prepared in 1908, it may be roughly presumed that there will be a savings of about Rs 500. — Flag W

19 Submitted for orders. ~~as to whether the supply, Govt. Stationery, may be requested~~

3.2.16

Note—Contn. sheet.

G. R. S. 12]

General and Revenue
Secretariat.

G. P. File No. 24 of 1915.

Serial
No.

20. Briefly the idea in the suggestion of obtaining the supply of ribbons from the Central Stores (the Stationery Depôt) is to secure reliable brands yielding ~~an~~ a durable impression (vide C.C.'s letter) – It is probable each manufacturer has his own ~~type~~ quality of ribbon for his machine & kind reference is invited to the suggestion in paragraph 14. Also the note in paragraph 5 about ribbons.
6/2-16
First Member) –

21. There seems no objn to the Supdt undertaking the supply of the ribbons required for the ✗ machines more largely in use. Arrange accdly.

4/3/16

22. Draft
8/3-16

23 Subd with a draft. The procedure adopted ✗ in 1908, when the supply of typewriting carbon papers was ordered from the Stationery Depôt, has been

NOTE—Contn. sheet.

1964

G. R. S. 12]

General and Revenue Secretariat.

File No. 24 of 1915.

Serial No.

followed.

Ackt by 20.3.16. 24 I think a briefer draft will do – Please put up a fair draft as revised

KB 25/3-16

25 Fair Draft put up for appl

[illegible] 27/3 (K. Secy.)

KB 27/3-16

26 It is not clear to me that a proportionate reduction in the contingent grants can be made all at once, without any data as to the quantity ˣ of the article required by the Govnt. Offices. To enable us to arrive at a fair idea of the consumption, some such arrangement as that prescribed in G.O No. G 1223-63 dated 2u Aug 1908 as modified by No 244–93 dated 11th October 1910 should be ~~prescribed~~ adopted

ˣ vide para 5 of draft – What is intended is that on the receipt of informtn. from Heads of Depts the Supdt. should determine the actual cost & the adjustment made finally out of the Contingent grants of other Depts

KB 29/3-16

Fl. G. O. No. 1964 of 15.

[illegible]

27 The question may be refd to Br II for opinion

[illegible] 29/3.

29 Br II KB 29/3-16

30 The procedure adopted for the supply of typewriting and carbon papers will

Note—Contn. sheet.

1964 3525 9

R. S. 12]

General and Revenue Secretariat.

File No. 24 of 1915.

Serial No.

will have to be followed in this case also. To minimise the difficulty it may als be convenient to select the best type of machine and adopt the sa in all offices ~~[illegible]~~ in future for or 10 years as may be convenien Thereafter if the machine is not found suitable another may be selected. This arrangement wi reduce the cost of the machine and will also facilitate a uniform quality of Typewrit material being secured as th firms which supply the selecte articles will certainly quote spe rates for large & continuous purchases.

5.4.1916.

31

32 There is no financial objection to ribbons being purchased & supplied by the Stationery depot. As stated in note dated 29-3-'16 above, an arrangement should be sd by which the actual Expr of each office on this account for 2 or 3 years in the beginning is adjusted by crediting the Stationery Depot. After experience is thus gained of the actual requirements of each office, the adjustments will cease and the Budgets of the Stationery Depot and of the several offices will be respectively raised & reduced to the corresponding extent

Ag
14.4.16

Br V.

NOTE—Contn. sheet.

3525 10

G. R. S. 12]

General and Revenue
Secretariat.

6/ File No. 24 of 1915

Serial
No.

33 Refe. paragraphs 26 & 27. -
The Draft put up is in accordance with order of the tentative arrangements in respect of Carbon & typing writing paper - orders of No. 1223-63 d/ 24. 8. 08. -

(for Secy.) -

29/4-16

34 Amend the draft suitably
1/~~5~~ II/916

35 As the official year 1916-17 has commenced, it would be desirable to order the supply of type-writing ribbons from the Sty. Depot & from 1st July 1917. Further it is intended that the ribbons should be paid for, the cost being met by proportion-ate reduction in the contingent grants of the several offices for the year. The draft order in the file is suitably amended in the light of the foregoing facts

9/10. 10.10.16.

36 Draft submitted
(First Member)
20/10/16

360
26.10.

37 Draft approved by the 1st member ovr 27/10

BVS
26/10

38 Issue U/28/10/16

NOTE—Contn. sheet.

GPB -70,000 -17 12-15

(11

G. R. S. 12]

General and Revenue Secretariat. | GP File No. 24 of 1915. 3525-15

Serial No.

To the Chief Commandant, M. S. Troops.; Supdt Govt. Stationary; Comptroller; Other Heads of Depts & Dy Commrs.

G. 5481-580 Dt 1-11-16.

With refce to Sl 25, requests the Supdt. Govt Sty. to arrange for the issue of reliable brands of type writing ribbons from the Sty. Depot to all Govt Offices in the State using type writers, the cost being met ~~[illegible]~~ by a proportionate reduction in the contingent grants of the several offices for the year.

NOTE—Contn. sheet

C. C. O. 3]

OFFICE OF THE CHIEF COMMANDANT,
MYSORE STATE TROOPS,

Dated Bangalore, the 19th October 1915.

Address. { Postal: Window delivery,
No. 13, Bangalore.
Telegraphic: " Statroops "
Bangalore.

1915 76
Press
Ge-15-16
28

No. 3641
Enc.

FROM

R.Puttannah Esq.B.A.B.L.,
Personal Assistant
to *Chief Commandant, Mysore State Troops,*
in charge of current duties *Bangalore.*

To

D.M.Narasinga Rao Esq.B.A.B.L.,
Secretary to Govt of H.H.the Maharaja
of Mysore General Department.

Sir,

With reference to Government Order No.G.1860-910 G.M. 135-15-1 dated 11th August 1915, I have the honor to state that precaution will be taken to see that all communications addresse to Government are clearly typed to be easily readable even -- after the lapse of sometime. But the type-writting ribbons -- obtained from local Stationers etc are found to be of inferior quality and though the impressions are clear when fresh they -- fade away in a short time and become faint. It would therefore be more satisfactory if arrangements are made by Government to obtain and issue from the Government Stationery Department --- typewriting ribbons of reliable brands. This arrangement would be economical also as the large numbers of ribbons ordered would induce the Firms to quote special rates lower than what are now charged to the different offices. The above points may be kindly considered by Government.

I have the honor to be,

Sir,

Your most obedient servant,

Personal Assistant,
to Chief Commandant,
Mysore State Troops,
In charge of current duties.

M.V.

3

5 copies 14

G.R.S. 28]

G P File No. 24-15
Serial No. 87

Diary No. of letter replied to________

Proceedings of the Government of His Highness the Maharaja of Mysore

GENERAL AND REVENUE
SECRETARIAT.
( )

, *the* C 191 .

of issue 1-11-1916

igned by Mr

P : I R

READ

G.O. No: G 1560-910 / Gen. 135-15 dated 11th August 1915, directing that communications to Govt. should be clearly typed so as to be easily readable

~~ORDER THEREON.—No.~~

even after the lapse of some time.

2.. Letter no: 3841 d 19.10.15 from the Chief Commandant, M.S. Troops, stating that the type-writing ribbon obtained from local stationers are

over.

SUBJECT.

found to be of inferior quality and suggestin

that ~~arrangements may be made by the~~ the Superintendent Govt. Stationery Depot may be instructed to stock ~~for stocking~~ and supply to such offices as may apply for them type-writing ribbons of reliable brands.

Order G 5481-530

The Supdt. of Stationery is requested to arrange for the issue of reliable brands of type-writing ribbons from the Stationery Depot to all Govt. Offices in the State using typewriters.

2. Heads of Depts: & Dy. Commrs. of Districts are requested to intimate to the Supdt. of Stationery when forwarding to him their next indent for articles of Stationery, the number and the kind of type-writing machines in use in their offices and in the offices subordinate to them and their requirements in the matter of ribbons for 1917-1918.

3. The cost of the ribbons that will be purchased by the Stationery Depot for distribution among the various

G. R. S. 27]

GENERAL AND REVENUE
SECRETARIAT.

(*Continuation sheet draft form.*)

Offices of the State that may apply for them will be met by a proportionate reduction from the Contingent grants of these offices.

4. The arrangement will be in force for one year as an experimental measure.

5. The Supdt. of Stationery & the Heads of Depts. will report Govt. about the beginning of the 1918 as to how the arrangement now ordered, has worked.

for 20/10/16
Secy. to G.
G.l Dept

To

The Chief Commdt. M.S.T.
" Supdt: of Stationery
" Comptroller, Mysore Govt.
" Other Heads of Depts.
Dy. Commrs. of Dts:

GPB—20,000—7-7-14

S. 9.

Supply of Typewriting Ribbons.

No. G. 5481-530—G. P. 24-15-87, DATED 1ST NOVEMBER 1916.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

READ—

Government Order No. G. 1860-910—G. M. 135-15-1, dated the 11th August 1915, directing that all communications to Government should be clearly typed so as to be easily readable even after the lapse of some time.

2. Letter No. 3841, dated the 19th October 1915, from the Chief Commandant, Mysore State Troops, stating that the typewriting ribbons obtained from local stationers are found to be of inferior quality, and suggesting that the Superintendent, Government Stationery Depot, may be instructed to stock and supply to such offices as may apply for them typewriting ribbons of reliable brands.

Order No. G. 5481-530—G. P. 24-15-87, dated 1st November 1916.

The Superintendent of Stationery is requested to arrange for the issue of reliable brands of typewriting ribbons from the Stationery Depot to all Government offices in the State using typewriters.

2. Heads of Departments and Deputy Commissioners of Districts are requested to intimate to the Superintendent of Stationery when forwarding to him their next indent for articles of stationery, the number and the kind of typewriting ribbons in use in their offices and in the offices subordinate to them and their requirements in the matter of ribbons for 1917-18.

4. The cost of the ribbons that will be purchased by the Stationery Depot for distribution among the various offices of the State that may apply for them will be met by a proportionate reduction from the contingent grants of these offices.

4. The arrangements will be in force for one year as an experimental measure.

5. The Superintendent of Stationery and the Heads of Departments will report to Government about the beginning of May 1918 as to how the arrangement now ordered has worked.

D. M. NARASINGA RAO,
Secy. to Govt., Gen. Dept.

To—The Chief Commandant, Mysore State Troops.
The Superintendent of Government Stationery.
The Comptroller, Mysore Government.
The other Heads of Departments.
The Deputy Commissioners of Districts.

Exd.—C. R.

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. G. 5481-530—G. P. 24-15-87, dated 1st Nov. 1916

Supply of Typewriting Ribbons.

Entrusts the Stationery Depot with the — of reliable brands to Public Departments.

W D 1229—GPB—10-11-16—255